



Members are summoned to the  
Annual General Meeting of Tandridge Parish Council  
To be held on Tuesday 12<sup>th</sup> May 2026 at 7.30pm at Tandridge Village Hall.

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A G E N D A

*Members of the public and press are welcome and encouraged to attend.*

<b>01.</b>	<b>PROCEDURAL MATTERS</b>
<b>1.1</b>	<b>To elect the Chairman of the Council</b> and to receive the Chairman’s Declaration of Acceptance of Office
<b>1.2</b>	<b>To elect the Vice Chairman</b> and to receive the Vice Chairman’s Declaration of Acceptance of Office
<b>1.3</b>	<b>Apologies:</b> To receive apologies for absence
<b>1.4</b>	<b>Disclosure of Interests:</b> To receive any disclosure by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct
<b>1.5</b>	<b>Public questions:</b> The first ten minutes of the meeting are available for members of the public to raise questions about and comment on items on the agenda.
<b>1.6</b>	<b>Minutes:</b> Minutes of the Parish Council meeting held on the 3rd March 2026, are to be agreed and signed as a true record.

<b>2.</b>	<b>REPORTS</b>
<b>2.1</b>	County Councillor Report
<b>2.2</b>	District Councillor Report

<b>3.</b>	<b>ADMINISTRATION</b>
<b>3.1</b>	Council vacancy for a Parish Councillor: Tandridge Parish Council to discuss and confirm actions
<b>3.2</b>	Standing Orders to be adopted for the municipal year 2026/27: Councillors to discuss and confirm
<b>3.3</b>	Financial Regulations to be adopted for the municipal year 2026/27: Councillors to discuss and confirm
<b>3.4</b>	Code of Conduct to be adopted for the municipal year 2026/27: Councillors to discuss and confirm
<b>3.5</b>	Fixed Asset Register for 2026 / 27: Councillors to review parish assets, buildings, land and equipment and confirm as a correct record
<b>3.6</b>	Insurance: Councillors to note that adequate insurance is currently in place until June 2026, but to consider renewals presented and confirm action
<b>3.7</b>	Training Sessions: Councillors to confirm which training sessions (if any) they would like to attend
<b>3.8</b>	Clerk Holiday Request: Clerk requests the following weeks as holiday to fit around Tandridge Parish Meetings and commitments - June 2026 1.5 weeks // August 3 weeks // December 2 weeks

<b>4.</b>	<b>FINANCIAL</b>
<b>4.1</b>	<b>Council to retrospectively approve April 2026 Clerks Salary based on SCP28</b> £1,318.85 Gross April Pay Less deductions of Tax and NI And retrospectively approve the PAYE amount for the month of April 2026 <b>And Councillors to retrospectively approve the Clerks Expenses for March 2026 £36.80</b>
<b>4.2</b>	<b>Councillors to retrospectively approve the following standing orders made in April 2026:</b> David O'Mahony £150 Tandridge Village Hall - APM £30.00
<b>4.2</b>	<b>Councillors to retrospectively approve the following payment made in April 2026:</b> Ben Forde – Invoice1126 £384.00
<b>4.3</b>	<b>Council to approve May 2026 Clerks Salary:</b> £1,318.85 Gross May Pay Less deductions of Tax and NI Less deductions of Tax and NI And approve the PAYE amount for the month of May 2026
<b>4.4</b>	<b>Councillors to approve the Clerks Expenses for April 2026 £36.80</b>
<b>4.5</b>	<b>Councillors to approve David O'Mahony services £150.00 per month for 2026-27</b>
<b>4.6</b>	<b>Councillors to approve Tandridge Village Hall – Hire of May Meeting Space £30.00</b>
<b>4.7</b>	<b>Councillors to review and sign off the year ending 31<sup>st</sup> March 2026 bank reconciliation</b>
<b>4.8</b>	<b>Councillors to review and sign off April 2026 bank reconciliation</b>
<b>4.9</b>	<b>Councillors to note that the VAT reclaim had been submitted for 2025/26</b>
<b>4.10</b>	<b>Councillors to confirm any charitable donations for consideration in the budget later in 2026 for the 2027/28 year</b>

<b>5.</b>	<b>PARISH ENVIRONMENT</b>
<b>5.1</b>	The Glebe, Jubilee and Millenium Fields: Tandridge Parish Council to note any requests or maintenance related to these assets and confirm action. - The Glebe Field – One World Charity Parking Request
<b>5.2</b>	Parish Litter Pick – Councillors to confirm a date and any further actions
<b>5.3</b>	Licensing Application: Party Pon The Lawn at Court Farm on 25 <sup>th</sup> and 26 <sup>th</sup> July 2026 <a href="https://www.tandridge.gov.uk/Portals/0/Documents/Business-and-Licensing/Licensing/Alcohol-and-regulated-entertainment-licences/Applications%20for%20premises%20licence/Application-for-a-premises-licence-Court-Farm.pdf?ver=q-Y01yXQE8y3h0HlvxwL8Q%3d%3d">https://www.tandridge.gov.uk/Portals/0/Documents/Business-and-Licensing/Licensing/Alcohol-and-regulated-entertainment-licences/Applications%20for%20premises%20licence/Application-for-a-premises-licence-Court-Farm.pdf?ver=q-Y01yXQE8y3h0HlvxwL8Q%3d%3d</a>

<b>6.</b>	<b>NEIGHBOURHOOD PLAN</b>
<b>6.1</b>	Councillors to note the progress made by the Neighbourhood Plan Group

<b>7.</b>	<b>PLANNING – Applications to be reviewed by Tandridge Parish Council and comments sent to Tandridge District Council</b>
<b>7.1</b>	2026/302 Tandridge Lake, Tandridge Lane, Lingfield RH7 6LW Variation of Condition 2 (Plans) and 3 (Materials) of planning permission ref: 2019/1353 dated 02/03/2022 (Erection of a facilities building to serve the fishery (use class F2)) to allow alterations to the approved roof plans and inclusion of stonework (retrospective). <a href="https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2026/302">https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2026/302</a>
<b>7.2</b>	2025/458/Cond1 Tandridge Golf Club, Godstone Road, Oxted, Surrey, RH8 9NQ Details pursuant to the discharge of Condition 3 (Surface water drainage scheme), 6 (Walkover surveys), 7 (Invasive species management plan), 8 (Construction Environmental Management Plan), 9 (Biodiversity Gain Plan and Habitat

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	Management and Monitoring Plan), 10 (Hard and soft landscaping) of planning permission ref: 2025/458 dated 05/09/2025 (New water storage lake, with associated security fence and landscaping) <a href="https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2025/458/Cond1">https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2025/458/Cond1</a>
7.3	2026/394 Land To The North Of South Godstone RH8 9NS Residential development (Use Class C3) comprising up to 500 dwellings along with up to 2,400 sq.m (GIA) of Commercial, Business & Services floorspace (Use Class E), up to 600sqm (GIA) of Local Community Floorspace (Use Class F2), associated parking; landscaping and public open space, SuDS and flood alleviation measures and highways alterations. (Outline application with all matters reserved save for access). Environmental Statement included <a href="https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2026/394">https://plandocs.tandridge.gov.uk/planning/planning-documents?SDescription=2026/394</a>

<b>8.</b>	<b>INFORMATION FOR COUNCILLORS <i>(for noting and including on future agendas)</i></b>
<b>8.1</b>	Internal Auditor – 28 <sup>th</sup> May 2026 AGAR to be signed at the June Meeting

<b>9.</b>	<b>MEETING DATES</b>
<b>9.1</b>	Tuesday 9 <sup>th</sup> June 2026 Tuesday 7 <sup>th</sup> July 2026 Summer Break – August 2026 Tuesday 8 <sup>th</sup> September 2026 Tuesday 6 <sup>th</sup> October 2026 Tuesday 3 <sup>rd</sup> November 2026 Tuesday 1 <sup>st</sup> December 2026 Tuesday 12 <sup>th</sup> January 2027 Tuesday 2 <sup>nd</sup> February 2027 Tuesday 2 <sup>nd</sup> March 2027